



The Board of Directors of the Central MA Special Education Collaborative will meet
Tuesday, March 27, 2018 at 12:00 PM at the Lobby Conference Room at
14 New Bond St., Worcester, MA 01606
Meeting Agenda

Board Members Present: Ms. Maureen Binienda, Chair
Ms. Ruthann Goguen

Others Present: Mr. Michael Tempesta, Executive Director
Mr. Joseph Meichelbeck, Treasurer
Ms. Beverly Tefft
Mr. Leo Brehm, Dr. Jean Lindquist-Grady, Ms. Jessica Pitsillides,
Mr. Michael Kelly, Evelyn Marrone, MaryEllen McGorry

The meeting was called to order at 12:34 PM.

1. Approval of the January 29, 2018 Board of Directors meeting minutes (voting item)

- Superintendent Goguen made a MOTION to approve. Superintendent Binienda seconded the motion.

2. Director of Finance & Operations Report

- Vote to approve Proposed FY19 Tuition Rates (**voting item**)
 - i. Webster pays 15% less of the non-member rate.
 - ii. Ms. Goguen wants to know the non-member rate with the 8% increase.
 - iii. Mr. Tempesta explains that our rates are significantly lower than the rates of other collaboratives in the area. (We cost \$8,000-\$10,000 less than other collaboratives on average per program).
 - iv. Ms. Tefft reviews the current tuition rates vs. the new tuition rates.
 - v. Superintendent Binienda makes a MOTION to keep member tuitions (Webster) the same for one year and raise out-of-district tuitions (non-member) by 8% for RGA, THRIVE, HLC, & Woodward Day. Additionally, to raise CMA tuition by 24.1% and raise CMP tuition by 15.5% so that all programs are parallel in structure, fees and are accessible by member and non-member districts. Superintendent Goguen seconds the motion.
- OPEB Trust Document Proposed Revisions (**voting item**)
 - i. Mr. Meichelbeck spoke to the attorney for guidance in revising the trust. The information is contained within the packet.
 - ii. The Board would need to adopt the resolutions and decide on a one trustee or a board of trustees.
 1. Superintendent Goguen makes a MOTION to look into having a board of trustees. Superintendent Binienda seconds the motion.
 2. There is \$950,000 in the trust. The money is invested in CDs at Hometown Bank. The money would be used for future liabilities against the collaborative. (ie. Retirees health insurance).

3. We currently do not have a large retiree expense (health insurance) so it's drawn from the existing budget. This fund could be used to pay for that.
 4. The board of trustees (to be established) would decide how to invest the money. The Board of Directors of the Central Massachusetts Collaborative would be kept informed via an annual report on the state of the trust through the audit presentation.
 - a. Oversight of the trustee committee? Finance directors from member districts?
- FY18 YTD P&L @ 2.28.18
 - i. Building maintenance is \$25,000 over budget.
 1. Plumbing issues
 2. Hand dryers
 3. Fire alarm covers
 - ii. Technology expenses is over budget by \$160,000. Leo Brehm explained the short-term reasons why the technology expenses were over spent.
 1. The two largest overages; ERATE issues and expansion at New Bond. CMC took guidance from USAC and we were denied. We filed for appeal. Our appeal was denied. It resulted in a cost of \$71,000 to us. The cost would have been closer to \$100k, but we worked with our services providers to get out of some contracts to bring the cost to us down. We will recoup \$4 or \$5k next year in services. The second overage was the expansion to New Bond. The new technology, wiring, projectors, etc. was in some cases more expensive than the construction company had originally planned for.
 - a. The Phone System was expanded to every phone at CMC
 - b. The Security system was expanded to every entry at CMC.
 - c. CMC now has reliable technology in all of the classrooms
 - iii. Notes column added to spreadsheet so that running commentary on items is available.
 - iv. Encumbered expenses will be included in next month's P&L
 - v. Utilities; the electrical expenses for New Bond – we have attempted to get this information from our landlord on a weekly basis to no avail. Ms. Tefft is encumbering funds according to what she thinks the rate will be.
 1. Utility analysis by site will be made available at the next Board meeting.
 2. Budgeted for \$3.50 a square foot.
 - vi. Contracted services – we are under budget.
 - FY18 B/S @ 2.28.18
 - i. We are in the same cash position as we were at this time last year.
 - Warrants
 - i. There are four warrants for January & February. Superintendents Binienda and Goguen sign them.

3. Executive Director Report

- Preliminary Budget; Programming changes and impacts
 - Mr. Tempesta shows the budget presentation.
- Woodward Day Hartwell Temporarily re-opened till June 30th
- Martin and Associates; Marketers helping with outreach and web presence
- Technology Services Re-structure; Mr. Brehm full-time; increase service contracts (GCVS, SPM)
 - What would the increase to Leo's salary be? An additional \$50,000 (from .6 to 1.0)
- WDS and Rockdale Recovery High School for FY19
 - DESE is taking over the management of recovery high school programs.

- Mr. Tempesta reviewed the ongoing historical expenses of RRHS---losing 500k per year due to an excessively high long-term lease at 20 Rockdale
- Site visit to the Brockton Recovery High School to see how they're running things.
- New & shared staff at Rockdale & Woodward Day.
- CMA at 121 Higgins; Use of 400k Surplus allocation for furniture, equipment, technology **(voting item)**
 - Superintendent Goguen recommends looking at used office equipment to save costs.
 - Superintendent Goguen makes a MOTION to approve up to 300k from surplus to outfit the new building at Higgins. Superintendent Binienda seconds the motion.
- Acceptance of Donations **(voting item)**
 - Superintendent Binienda makes a MOTION to approve a \$1,400 donation from BNY Mellon. Superintendent Goguen seconds the motion.

4. Member Requests / New Business

- Superintendent Goguen would like to put goals for Mr. Tempesta's evaluation forward for the next meeting.

5. Request to enter Executive Session according to M.G.L. Ch. 30A, Section 21, Subsection 2, for the purpose of conducting strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.

Superintendent Binienda makes a MOTION to adjourn at 2:28 PM.
Superintendent Goguen seconded the motion.