

**The Board of Directors of the Central MA Collaborative met
Monday, September 25, 2017 at 10:30 pm at the Lobby Conference Room at
14 New Bond St., Worcester, MA 01606**

Meeting Agenda

Board Member Present: Ms. Maureen Binienda, Chair

Ms. Ruthann Goguen

Others Present: Mr. Michael Tempesta, Executive Director

Ms. Beverly Tefft, Director of Finance and Operations

Ms. Ann Ortiz, CMA Program Director

Mr. Michael Kelly, RGA Program Director

The meeting was called to order at 12:54 PM

1. Approval of the June 12, 2017 Board of Directors meeting minutes (voting item)

MOTION by Ms. Goguen, seconded by Ms. Binienda to approve BOD meeting minutes.

2. Director of Finance & Operations Report

• FY18 YTD P&L @ 8.31.17:

- * FY18 revenue reflects billing through month of August.
- * Summer Program revenue over budget by \$36k
- * Negative expenses reflected in the actual column reflect FY17 encumbrances awaiting invoices to be paid.
- * Summer Program expenses under budget by \$62k due to tighter staffing structure
- * @ 8.31.17 Moving expense over budget by \$8,700

• FY18 B/S @ 8.31.17:

- * Operating cash - \$4.2 m (stronger cash position than 8.31.16 by \$1.4m)
- * receivables are at \$194k (stronger position than 8.31.16 by \$1.2m due to aggressively working receivables)
- * received previously written-off Winchendon P.S. payment from FY14 - \$14,700
- * FY17 audit – team came in and did the field work. On target for December board presentation. Audit needs to be approved and uploaded to DESE by the end of

December.

- * preliminary results reflect a loss of \$511k (due primarily to \$467k of BOD approved expenses from surplus and \$329k of FY16 expenses being charged to FY17 per auditors)
- * preliminary estimate of surplus @ 6.30.17 - \$2.1m

- **Warrants**

The attached warrants were signed by Board members.

3. Executive Director Report

- **Welcome Ruthann Petruno-Goguen, Webster Superintendent!**

Tempesta welcomed new Webster Superintendent, Ms. RuthAnn Goguen to her first Board of Directors meeting and visit to our main campus at 14 New Bond St. in Worcester, MA.

- **CMC New Bond Grand Opening October 24, 2017**

Mr. Tempesta spoke about the Tuesday Oct. 24, 2017 5-8 Open House Gala. Parents, families, communities, and advisory board members to come out to event.

- **Review and acceptance of 2017-2018 BOD UPDATED Meeting Schedule (voting item)**

MOTION by Ms. Goguen to approve CMC calendar, Ms. Binienda seconded motion.

- **Acceptance of Donations (voting item)**

Reflex Grant – Online game based system that enable students to develop instant recall of math facts. Math fact fluency system.

Ms. Binienda MOTION to accept donation of reflex grant, Ms. Goguen SECONDED motion to approve of grant.

- **Rockdale Recovery High School Principal Search**

Mr. Tempesta stated there were 40 initial applicants and 9 semi-finalists were selected to be interviewed by a team of RRHS teachers, students, CMC administrators and Rob Pezzella, who represented the RRHS Advisory Board. All interviews will be held on Tuesday Oct 3 starting at 8:45 at the CMC Admin conference room and the field will be narrowed to 2-3 finalists who will come on site and meet with all member of the RRHS program as well as the full RRHS Advisory Board and the CMC Board of Directors. The current census of the RRHS is 14 students with 3 current referrals from surrounding towns. Salary range for recovery high school principal is \$95,000-105,000 year round and negotiable depending on the experience of the candidates.

Transportation Issues:

CMA continues to struggle with first tier busing issues as CMC has taken on the transportation of all CMA students so that they can participate in the Vocational Program at CMC beginning at 7:30 am each day. Mr. Tempesta, stated that even though CMC has added an additional two vans to the fleet that two more additional larger lease vans may be needed, as well as several full-time drivers so that CMC has the consistency of drivers and vans to meet the demands of the CMA program. Mr. Tempesta spoke with John Hennessey (Director of Transportation for the Worcester Public Schools) regarding two hour delays in the morning, as WPS does not have additional resources for the first tier run for CMC. Ms. Ann Ortiz, Program Director for CMA,

added that there are 9 runs fro CMA that span all over the city of Worcester. CMC is looking for assistance from WPS first tier high school for 15-20 students, particularly the Grafton st. and Vernon st. runs.

- **Update on the 14 New Bond Building Opening**

- 1) Vocational Programs**

- Mr. Tempesta stated students in RGA, CMA, RRHS and THRIVE are greatly benefitting from the vocational program that has started this year. Students are participating in the CMC Culinary, Custodial Training, Marketing and Business, Animation and TV/Media, Print and Design and Cosmetology programs on a daily basis. Additionally, due to CMC hiring its own PE, Art, Music, OT, Speech and Language, and PT staff for this year, students are able to access these services without sacrificing core academic classes. CMC is hoping to expand the wood shop, manufacturing and sustainable environment shops for FY 19 as they were part of the original Vocational Implementation Plan.

- 2) Punch list items: plumbing, keys, security system, parking loop**

- Mr. Tempesta is pursuing integrating hand dryers to reduce the amount of paper towels that have led to some plumbing clogs. Mr. Brehm is finalizing the work of the state-of-the-art security system that will include fob access during the day as well as several camera and alarm zones inside and outside the building.

- **Unique Acquisition Process**

- This process is underway for additional space at 14 New Bond. This will be posted in the Central Register beginning October 18th. CMC is looking to expand into a 35,000 sf area adjacent to our existing programs to accommodate more students in the WPS ACT program, CMC Vocational Program, relocation of CMA to 14 New Bond from 20 Rockdale and the possible return of the RRHS Program to 20 Rockdale St. This expansion is also a critical component of the original CMC Business plan that was predicated on an expansion of all programs at CMC over the next five years.
 - Tour of 14 New Bond upon adjournment of this meeting

4. Member Requests / New Business

No new Business items were presented.

Motion to adjourn by Ms. Binienda at 1:54 PM

Minutes submitted by Bryanna Carrion, Administrative Assistant to the Executive Director