

**Board of Directors Meeting
Minutes
May 25, 2016**

Board Members Present:

Ms. Maureen Binienda
Dr. Barbara Malkas

Others Present:

Mr. Michael Tempesta, Executive Director
Ms. Beverly Tefft, Director of Finance and Operations
Mr. Joseph Meichelbeck, CMSEC Treasurer
Mr. Michael Kelly, CMP Program Director
Ms. Jean Lindquist Grady, Director of Clinical Services
Ms. Evelyn Marrone, WDS Site Coordinator
Ms. Ann Ortiz, CMA Program Director
Ms. Jessica Pitsillides, HLC Program Director
Mr. Brian Allen, WPS Chief Financial and Operations Officer
Dr. Marco Rodrigues, WPS Chief Academic Officer
Ms. Kay Seale, WPS Manager of Special Education & Intervention Services

Meeting called to order at 10:40 AM

1. Appoint Ms. Binienda, WPS Superintendent, as Board Chair
 - a. Motion/Approved

2. Approval of CMSEC to negotiate the lease and begin the building process for CMSEC RFP #2 2016 Bid award (Liberty Properties) at 14 New Bond St., Worcester MA
 - a. Mr. Tempesta presented 3 versions of the business plan and a slide show of the Proposed New Bond Space compared with the existing space at 100 Hartwell.
 - i. Reduced growth, move to New Bond St
 - ii. Zero growth, remain at Hartwell St
 - iii. Zero growth, move to New Bond St
 - b. Dr. Malkas thanked Mr. Tempesta for listening to their concerns and working on a new plan that the board members could be comfortable with. She asked what would be the anticipated growth for needed seats for member districts. Mr. Tempesta stated that there will be a student capacity of at least 300 students for Phase I and up to 500 students by the time Phases II and II are completed.
 - c. Dr. Malkas said that this new facility may draw the other communities in the area to want to join CMSEC as new members because of the quality of our programs and the capacity of the new facility. She doesn't know if the charter has already defined this and the future board should take this into consideration.
 - d. Dr. Malkas stated that the "Reduced Growth Model" includes the use of surplus fund and she asked how long we would anticipate needing the use of surplus. Mr. Tempesta stated that the use of the surplus would be contingent on the overall rate of growth and the increase of new tuitions to the collaborative. Overall, Mr. Tempesta recommends not spending the surplus unless absolutely necessary and that he and his team of Program Directors will do everything they can to expand programming and OOD tuition revenues for the Collaborative.
 - e. Ms. Binienda stated that there is some financial risk in building a new facility, but that the CMSEC student deserve the facility and the business plan is worth the risk. Mr. Tempesta said we can always exceed the number of OOD student tuitions and overall student growth presented in the reduced growth model, but he wanted to present a more conservative estimates to the board. Previous minutes

and internal records show that the Collaborative has been hoping to move from Hartwell into Worcester for years because they have lost many tuitions due the limitations of the Hartwell facility.

f. Motion/Approved

3. Motion to adjourn at 11:18 AM/Approved

Minutes submitted by Mary Dubuque, HR/Operations Coordinator